

Open a Bankruptcy Case

Here are the changes you will see when you open a new bankruptcy case

- A. On the first screen, the "Case type" is always *bk*.
- B. On the "Search for a Debtor" screen:
 - > The "Search for a debtor" screen name displays because we are now able to specify the type and number of parties to add.
 - > The text "Search for a Debtor" displays and "First name" and "Middle name" fields are included as search fields.
- C. On the "Debtor Information" screen:
 - > The "Role" drop-down box does NOT display because the party added will be automatically added as a debtor.
 - > The "ProSe" drop-down box does NOT display because the party's pro se flag is set automatically based on whether or not an attorney was entered. The party's pro se flag is reset automatically if there are no remaining active attorneys.
 - > A *Corporate parent* button has been added to the Party Information screen for linking a corporate parent to the party (an existing parent or a new one).
 - > Previously, when a new party was entered, only last name was required (along with party role and alias type, as appropriate). Now, for debtors and joint-debtors, the Last name, Address, City, State, ZIP are also required.
- D. On the "SARD Information" screen:
 - > The "Voluntary" drop-down box has been removed.
 - > The "Origin" drop-down box field has been removed.
 - > The "Date Split/Transfer" field has been removed.
 - > The "Type of debtor" check boxes for individual, corporation, partnership, and other on the screen have been changed to radio buttons.
 - > A "Type of debtor" checkbox for Nonprofit Organization has been added.
- E. On the "Fee Due" screen, attorneys who select a "fee status" = *installments* and "type of debtor" = *individual* on the "SARD Information" screen will be able edit the displayed fee amount to enter a zero or an amount for an initial installment payment.